Saskatchewan
Apprenticeship and
Trade Certification
Commission

Annual Report
2001-2002

Saskatchewan Apprenticeship and Trade Certification Commission

The annual report of
Saskatchewan Apprenticeship and
Trade Certification Commission
for the period
July 1, 2001 to June 30, 2002

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Saskatchewan

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June 30, 2002

The Honourable Dr. Lynda M. Haverstock
Lieutenant Governor
Province of Saskatchewan
4607 Dewdney Avenue
REGINA SK S4P 3V7

Your Honour:

I have the honour to present the Saskatchewan Apprenticeship and Trade Certification Commission annual report for the year ending June 30, 2002. The financial statements included in the report were prepared in accordance with *The Apprenticeship and Trade Certification Act, 1999.*

Respectfully submitted,

Jim Melenchuk

Jim Melenchuk
Minister Responsible for the Saskatchewan
Apprenticeship and Trade Certification Commission

Acid-free Paper

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THE COMMISSION

A Message from the Commission Board Chairperson

Paul McLellan

It is my pleasure to present the annual report of the Saskatchewan Apprenticeship and Trade Certification Commission (the Commission) for the year ending June 30, 2002. The Commission was established in October 1999 as a new public and private sector partnership to manage and govern the apprenticeship training and trade certification program in Saskatchewan. The Board and staff delivered a quality program to thousands of apprentices, trades people and employers in 2001-02.

The Board has undertaken important initiatives to improve the governance and management of the Commission. The Board renewed appointments to 15 trade boards and, with management and staff, renewed the long-term strategic plan for the apprenticeship program in Saskatchewan. During the year, the Board concluded a thorough industry consultation regarding the future funding of apprenticeship. Next year, new fees will contribute substantially to the sustainable funding of our program and supplement the provincial investment in apprenticeship.

In 2001-02, the Commission celebrated another first in its short history, with the launch of a very successful annual apprenticeship awards event. The first awards event recognized the outstanding new journeyperson in each trade, as well as his or her employer and supervising journeyperson.

Transitions continued last year reflecting the dynamic environment in which the Commission operates. At the Board level, Dennis Anderson resigned as the representative of the Saskatchewan Institute of Applied Science and Technology (SIAST), and Danette Starr-Spaeth was appointed to represent the interests of First Nations people following the resignation of Lyle Bear. I wish to thank our departing Board members and welcome our new Board member to the Commission.

During the year, we also welcomed a new Minister. I thank The Honourable Pat Lorjé for her contribution and welcome The Honourable Jim Melenchuk to his new portfolio as Minister of Saskatchewan Learning responsible for the Apprenticeship and Trade Certification Commission.

I extend my appreciation to my board colleagues, who play a vital role in governing our training and certification system. It would not be possible to build and maintain a responsive apprenticeship program that is current with industry standards without the dedication and hard work of the industry volunteers who serve on our commission, trade and curriculum boards.

I also wish to acknowledge the important, continuing contribution of our partners in Government, and particularly the new department of Saskatchewan Learning. With the support of its partners in government and industry, the Commission is well positioned to continue the progress of recent years in pursuit of our goal of an ever more effective and responsive apprenticeship program in Saskatchewan.

Paul McLellan, Chair

A Message from the Chief Executive Officer

R. D. (Bob) Guthrie

In 2001-02 the Commission consolidated the achievements of the past several years of rapid growth and change. The number of new apprentice registrations and journeyperson certificates issued leveled off after several years of significant increases. At the same time, we planned for another year of change with the introduction of tuition and some other new apprenticeship fees.

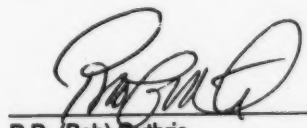
The Commission made significant strides forward in the areas of business planning and financial reporting and management. The addition of some key new staff contributed to solid results for the year. A new Director of Corporate Services, an additional program development officer and four new field consultants contributed significantly to our operations for the year past, and to the delivery of a quality program.

Notable progress was achieved on equity issues this year with the development and filing of the Commission's first employment equity report. The report illustrates that the Commission is meeting or exceeding most of its goals in terms of the composition of its own staff. With the support of management and staff, the Commission board developed and approved a representative workforce strategy for the apprenticeship sector. The goal of the strategy over time is to achieve an apprenticeship workforce which is representative of the Saskatchewan labour force.

I wish to acknowledge the Commission Board for its achievements and hard work, as well as the guidance it has provided to me. I would be remiss if I did not thank the members of our Trade Boards, Curriculum and Examination Development Boards and Trade Examining Boards for their continued dedication to our industry-based training and certification system.

In conclusion, I once again wish to thank all staff members for their perseverance and hard work in the face of on-going change and challenges. Our staff have delivered a quality program to thousands of apprentices, tradesepeople and employers, and done so with much dedication, grace and good humour.

The success of our training and certification system is due in large measure to the co-operative efforts of all our staff, as well as the many industry volunteers, who believe in the value and effectiveness of apprenticeship.



R.D. (Bob) Guthrie
Chief Executive Officer

Saskatchewan Apprenticeship and Trade Certification Commission

VISION

A skilled and representative trades workforce, industry trained and certified.

MANDATE

To create a relevant, accessible and responsive apprenticeship training and certification system to meet employers' and employees' needs and priorities. The Commission delivers this mandate under the framework of *The Apprenticeship and Trade Certification Act, 1999* and *The Apprenticeship and Trade Certification Regulations.*

PROGRAMS AND SERVICES

Programs and services include career awareness, trades designation, industry occupational standards, curriculum and examination development, apprentice registration and documentation, training scheduling and purchase, testing, certification and compliance.

THE COMMISSION ADDS VALUE TO SOCIETY BY:

- ensuring standards are met
- providing training and certification
- supporting career development
- increasing employability
- increasing worker mobility
- enhancing public protection

OPERATING PRINCIPLES

The Commission is guided by the following principles and values:

- ***Industry-Focus:*** Industry has a direct and active role in the direction and governance of the apprenticeship system.
- ***Partnerships:*** Alliances of stakeholders are encouraged to strengthen the apprenticeship system.
- ***Responsive:*** Assistance and services are provided to industry, partners and clients in a pro-active, timely and efficient manner.
- ***Teamwork:*** Combined efforts in an environment of trust, respect and collaboration produce quality results.
- ***Communication:*** A two-way regular, clear and concise information flow is essential to ensure quality service.
- ***Accountable:*** The apprenticeship system must produce a skilled certified workforce; be outcomes-based and accountable to individuals, industry and government through performance measurement and regular reporting. Standards must be clearly defined and maintained in training and the workplaces throughout the province.

The Commission Board of Directors

Saskatchewan's *Apprenticeship and Trade Certification Act 1999* establishes the Commission as an Agent of the Crown reporting to the Minister of Saskatchewan Learning, with an industry-led board, plus representation from trainers, under-represented groups and government.

The *Apprenticeship and Trade Certification Act 1999* authorizes the Commission to manage the Apprenticeship and Trade Certification system. The Commission

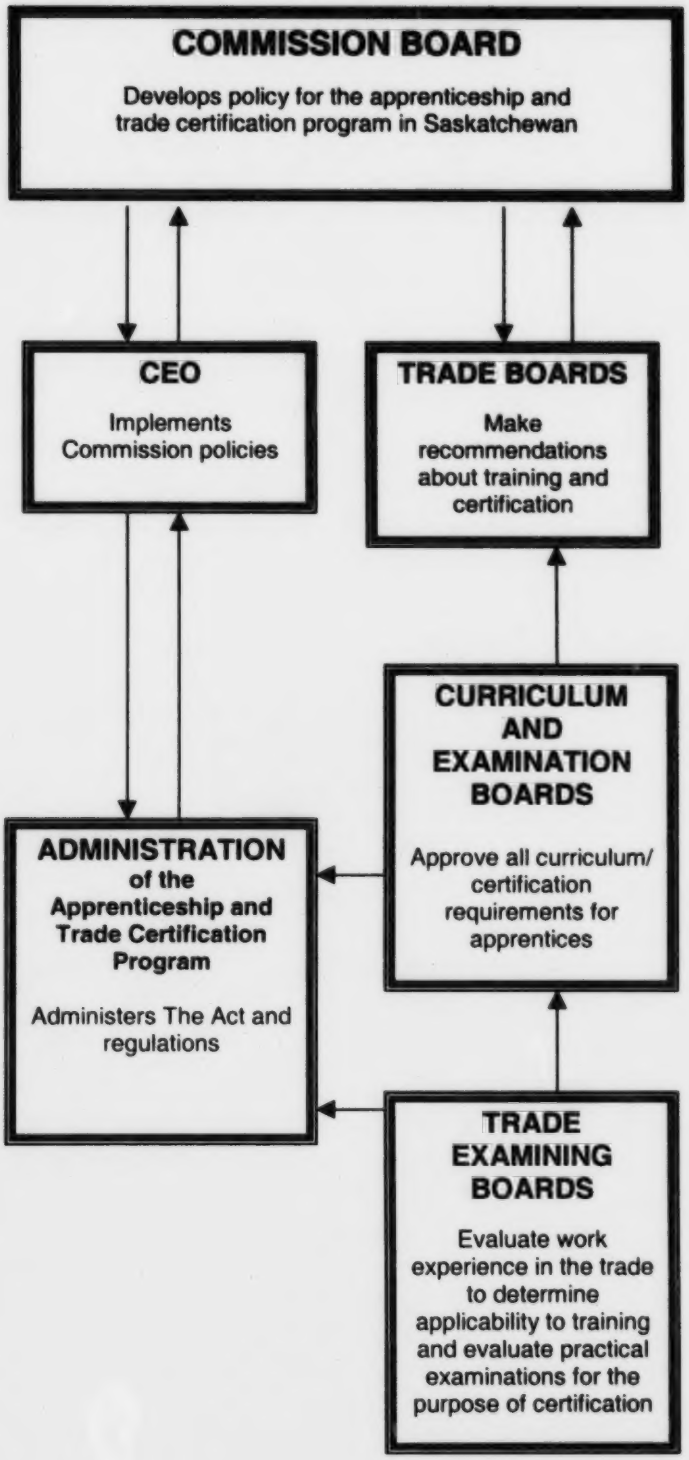
- designates trades for apprenticeship training and certification;
- generates, retains and expends revenues;
- registers apprentices and journeypeople, monitoring their training and providing certification of skill levels achieved;
- determines and charges fees for products and services;
- enters into agreements for training delivery; and
- represents Saskatchewan on interprovincial initiatives.

The Act gives the Commission the authority to make regulations to ensure the efficient and effective operation of the apprenticeship system to meet the needs of industry in a timely manner.

The Act also ensures accountability to both industry and government.

Saskatchewan Apprenticeship and Trade Certification Commission Board Members As of June 30, 2002

Agriculture Sector Employees	*Marla Benell*
Agriculture Sector Employers	*Keith Johns*
Construction Sector Employees	*Garth Ivey*
	Robert Todd
Construction Sector Employers	*Paul McLellan*
	Brent Waldo
Mining/Manufacturing/Maintenance Sector Employees	*Patrick Therrien*
Mining/Manufacturing/Maintenance Sector Employers	*William Henderson*
Motive Power/Mechanical Repair Sector Employees	*Helmut Sieh*
Motive Power/Mechanical Repair Sector Employers	*Don Jones*
Tourism/Hospitality/Service Sector Employees	*Marion Schultz*
Tourism/Hospitality/Service Sector Employers	*Claude Marcotte*
First Nations People	*Danette Starr-Spaeth*
Métis People	*Geordy McCaffrey*
Northern Saskatchewan	*Stew Mayotte*
Visible Minorities	*Baraza Kilobi*
Women	*Marral Eberts*
SIAST	*Dennis Anderson*
Government	*Dr. Margaret Lipp*
	G. Wayne McElree
Commission Chairperson	*Paul McLellan*
Commission Vice-Chairperson	*Robert Todd*


COMMISSION BOARD
Develops policy for the apprenticeship and trade certification program in Saskatchewan
CEO
Implements Commission policies
TRADE BOARDS
Make recommendations about training and certification
CURRICULUM AND EXAMINATION BOARDS
Approve all curriculum/ certification requirements for apprentices
ADMINISTRATION of the Apprenticeship and Trade Certification Program
Administers The Act and regulations
TRADE EXAMINING BOARDS
Evaluate work experience in the trade to determine applicability to training and evaluate practical examinations for the purpose of certification

Areas of Responsibility

ADMINISTRATION of the Apprenticeship and Trade Certification Program

Administering The Act and regulations includes the following activities:

- Administrative support for registration and record keeping
- Assessment of work experience and prior learning
- Administrative support/ facilitation of board activities
- Development of training schedule; implementation of training
- Development and administration of examinations
- Administration of certificates
- Monitoring of program and regulations through employer visitations
- Administration of apprentices' allowances for technical training
- Partnerships with various sectors of industry and government
- Development and implementation of provincial programming/ special initiatives
- Participation and leadership in apprenticeship activities through interprovincial initiatives
- Development and implementation of program promotion /awareness materials and campaigns
- Management of financial and human resource issues

HIGHLIGHTS OF 2001-2002

Overview

Apprenticeship training leads to certification in a designated trade.

- In Saskatchewan, there are 47 designated trades. Four of the trades require compulsory apprenticeship.
- On June 30, 2002, there were 5205 apprentices registered in the system: 4403 male and 802 female apprentices.
- 479 persons of Aboriginal ancestry were registered as apprentices during the year, and dedicated funding of $400,000 was received from the province for Aboriginal apprenticeship initiatives.
- 60% of registered Saskatchewan apprentices live outside the major urban centres of Regina and Saskatoon.
- 2898 apprentices accessed technical training during 2001-2002.
- 174 individuals attended upgrading courses; 603 individuals attended updating and special courses addressing technological change and processes.
- The following certificates were issued in Saskatchewan between July 1, 2001 and June 30, 2002:

Journeyperson	1067
Proficiency	84
Completion of Apprenticeship	819
Learners	258
Course Completion	524
Apprentice Year Cards	3642

Journeyperson requirements for certification in Saskatchewan are two-fold:

1) work experience is to have been broad and in-depth. Work experience is based on criteria which has been developed by industry.
2) apprentices/tradespersons are required to pass examinations with a mark of 70%. Trade examinations are developed and validated by industry, and administered by the Saskatchewan Apprenticeship and Trade Certification Commission.

Industry plays a primary role in the delivery of the apprenticeship program.

- Employers hire and register apprentices, and provide journeyperson supervision to apprentices.
- Apprentices spend approximately 80% of their training time working on the job, learning the knowledge and skills of the trade from a certified journeyperson.

Apprenticeship is a partnership of industry (both employers and employees), government, education and training institutions.

- Saskatchewan's Apprenticeship and Trade Certification Act 1999 was proclaimed on October 1, 1999 and the Saskatchewan Apprenticeship and Trade Certification Commission was created.
- Saskatchewan's Apprenticeship and Trade Certification Commission is an innovative public and private sector partnership.
- 45 Trade Boards (270 members) have been appointed to assist the Commission in administering the apprenticeship and trade certification program in Saskatchewan. Current boards include Trade Boards, Curriculum and Examination Development Boards and Trade Examining Boards.

Goals

1. Industry-Led:

Industry provides effective leadership in the apprenticeship system.

As of June 30, 2002 there are 5205 apprentices (male: 4403; female: 802) registered in 47 designated trades. This is a decrease of 101 apprentices (2%) over the last year.

Technical training was provided for 2898 apprentices in 2001-2002, compared with 2855 apprentices in the previous year. According to the four levels of apprenticeship, the distribution for 2001-2002 is as follows: first year: 704 apprentices; second year: 753 apprentices; third year: 809 apprentices; and fourth year: 632 apprentices.

174 individuals attended upgrading courses; 603 individuals attended updating and special courses addressing technological change and processes.

i) New Designations: The application for *Outdoor Power Equipment Technician (OPET)* is waiting for the results of interviews conducted by field consultants with businesses operating in this sector. Decisions to move the application forward will be based on this industry feedback.

The application for designation of *Cabinet Maker* has moved forward to the Commission Standards Committee.

The Commission is providing assistance to a group interested in submitting an application for designation of the *esthetics* occupation.

ii) Committees: The Commission Board implemented a committee structure to develop recommendations for strategic policy. The committees are:

- ***Executive Committee:*** Acts with the full powers of the Board in situations when it is not possible to hold a full Board meeting.
- ***Finance/Audit Committee:*** Assists the Board in exercising due diligence over the financial affairs of the Commission, including the annual audit.
- ***Standards Committee:*** Assists the Board as it considers issues related to standards of training, certification, examinations, curriculum and entrance requirements; and provides guidance to Trade Boards on standards related to those issues.
- ***Sustainable Funding Committee:*** Articulated a sustainable funding strategy for the Commission that looked at funding from both the public and private sectors.
- ***Equity Committee:***
  - Promotes the development of policies and practices that support and facilitate the growth of a workforce representative of the population of Saskatchewan within the apprenticeship and trade certification system.
  - Provides a forum for discussion concerning a representative workforce and employment equity.
  - Develops recommendations for Board decision and approval.
  - Demonstrates leadership through modeling a workforce representative of the population of Saskatchewan.

  On April 11, 2002, the Commission Board approved a newly developed representative workforce strategy for the apprenticeship and trade certification sector. The Board also approved the apprenticeship staff Employment Equity Plan.

iii) Equity Participation in Apprenticeship*: The Commission is working to improve access and success in apprenticeship for members of the equity groups. From July 1, 2001 to June 30, 2002, 1909 apprentices from equity seeking groups were registered to participate in the apprenticeship training system: 479 aboriginal persons; 19 persons of visible minority; 46 individuals with disabilities; 1074 women (291 are in predominantly male occupations).

Members of underrepresented groups participating in the apprenticeship system represent approximately 28% of apprentices served: women 15.8% (11.5% in the cook and cosmetology trades, and 4.3% in predominantly male occupations); members of visible minorities .02%; people with disabilities .07%; and people of Aboriginal descent 7%.

Saskatchewan Apprentice Registrations of Underrepresented Groups 1997-98 to 2001-02

Year	Total Number of Equity Members	Number of Women	Number of Women in Predominantly Male Occupations	Number of Aboriginal People	Number of Visible Minority People	Number of People with Disabilities
1998		560	149			
1999		696	180			
2000	1117	951	227	229	7	19
2001	1439	1001	248	386	12	40
2002	1909	1074	291	479	19	46

* Numbers represent apprentices active in the system between July 1, 2001 and June 30, 2002.

2. Quality Service:

The Commission maintains standards to meet the needs of employers, workers and the public; and provides a quality program and services

i) Allowances: Two types of allowances are available to employment insurance (EI) eligible apprentices while they attend technical training courses. Apprentices who live away from home while attending technical training are eligible for a "living away from home allowance". Apprentices who are not eligible for employment insurance, but who had an EI claim in the past three years, are eligible for a "living allowance" and the "living away from home allowance" if applicable.

During the 2001-2002 academic year, approximately 1636 apprentices received allowances totalling $1.3 million.

ii) Client Services: Primary training for the trades takes place at the work place. Employers provide detailed information on the work that individuals perform at the work place and submit documents for assessment. The Commission staff performed work place assessments ensuring industry standards are met by individuals and apprentices.

During this reporting year, the Commission provided service to 6818 apprentices in the various sectors:

- Agriculture: 153
- Construction: 2637
- Mining/Manufacturing/Maintenance: 1683
- Motive Power/Mechanical Repair: 1295
- Tourism/Hospitality/Service: 1050

iii) Field Consultant Client Services: There are currently 13 field consultants stationed in 8 centres throughout the province. Three new consultant positions were added during 2001-2002.

Field consultants provide varied and essential services to the Commission. Responsibilities range from promotion and counselling apprentices and employers, to ensuring that the dictates of *The Act* and regulations are met.

- ***Work Site Evaluation/Appraisal:*** As specified in *The Apprenticeship and Trade Certification Act 1999*, field consultants approach businesses and work sites to consult with employers, apprentices and workers on all aspects of apprenticeship training and trade certification for their trade(s). These consultations may include:
  - reviewing the workplace component of apprenticeship training;
  - preparing training plans, monitoring apprentice progress, and addressing any individual training issues;
  - identifying issues related to offering apprenticeship training or challenging certification examinations;
  - ensuring legislative requirements are met; and
  - discussing human resource planning and training needs with employers.

  It is estimated that field consultants travelled to approximately 800 work sites this past year.

  Over the course of the past year, field consultants were in contact with employers and their apprentices on more than 5000 occasions. Contacts were made through office appointments, work site visits, internet exchanges, fax and telephone.

  The Commission is currently developing processes to accurately reflect the number of employer and apprentice contacts.

- ***Examination Process:*** Field consultants administer and monitor all written and practical certification examinations. Examination sittings are scheduled 4 times a year in each of the following centres: Swift Current, North Battleford, La Ronge, Yorkton, Moose Jaw and Prince Albert; and 10 times a year in both Saskatoon and Regina. In addition, there are approximately 50 special examination sittings scheduled for apprentice final level and upgrading examinations; and 60 practical examinations are arranged in 7 trade areas. Two trade areas—Power Lineperson and Electronics Assembler--require that practical examinations be administered on an individual basis.

- ***Apprentice Registration:*** Field consultants are available to provide orientation to approximately 3000 apprentices attending technical training at SIAST Campuses. During this orientation time, the consultants also provide assistance in assessing allowances and trade time.

- ***Apprenticeship Informational Sessions:*** Field consultants made 110 presentations to pre-employment classes at SIAST campuses and on Indian Reserves, and to Cosmetologist classes in private vocational training centres to provide information related to licensing and employment requirements in certain trade areas.

- ***Promotion and Marketing:*** Field consultants attended 80 high school career information fairs and industry trade shows across the province this recording period to promote the apprenticeship and trade certification program.

iv) Program Development: Four program development officers (PDO) are responsible for curriculum and program development, ranging from the development of national occupational analyses to maintenance of examination statistics. Much of this development process involves meeting with provincial and national industry representatives to identify, assess, develop and implement training and certification guidelines. One new program development officer position was added during 2001-2002.

- ***Examination Process:*** As a result of rapid advances in technology, new procedures in processing and new materials, trades are changing significantly. To ensure that examinations reflect these industry changes, PDOs continually review and update apprenticeship and certification examinations. There are 165 examinations available for certifying apprentices and tradespeople in the designated trades in Saskatchewan. Examinations available include Entrance, Diagnostic, Placement/Level, Practical, Provincial Journeyperson, and Endorsement/ Proficiency examinations. PDOs developed and updated 75 examinations during this reporting period to reflect industry's current practices.

  The examination process includes an appeals/review process. Forty (40) individuals had their examination appeals investigated.

  Eighty-five (85) examination information letters were updated to include new resource and reference information for technical training.

  PDOs maintain examination statistics. The program development officers also contributed to the renewal of 11 Inter-provincial Item Banks throughout the past year.

- ***Curriculum Development:*** The trade designation application process, trade human resources plans, apprentice on-the-job training guides, and numerous program and trade specific materials, are developed based on National and Provincial Occupational Analyses and Tables of Specifications for each designated trade. During this reporting period, PDOs revised and updated 77 of the 152 trade specific informational pamphlets available for apprentices, journeypersons, employers and the public.

  Program development officers met with members of the trade boards, and curriculum and examination development boards on 101 occasions throughout the past year.

- ***Interprovincial Certification and Mobility of Tradespeople:*** The development and implementation of national standards and certification requires that a number of processes take place. It is estimated that one person year is required to accommodate the processes. PDO responsibilities include Occupational Analyses review/validation; Inter-provincial Journeyperson (IP) Examination validation; Interprovincial Standards Examination Committee meetings; Interprovincial Computerized Examination Management System (ICEMS) Working Group meetings to develop and implement a national computerized examination system; ICEMS Examination Item Banks; and ICEMS Data Mart meetings to determine labour market information.

v) Alternate Training Delivery Methods: To meet the varying needs of industry, emphasis has been placed on innovative and flexible delivery of technical training.

- Cook apprentices had the option of attending training at four (4) locations: Moose Jaw, Regina, Saskatoon and Prince Albert. Technical training is offered in a block of 8 weeks in Moose Jaw. The day release method of attending one day a week over 40 weeks is offered in Regina, Saskatoon and Prince Albert.

- Carpenter training was delivered in several locations throughout the province: Moose Jaw, Regina, Saskatoon, Prince Albert, La Ronge and Stanley Mission.

- Crane and Hoist Operator apprenticeship technical training is delivered through a combination of distance delivery and five (5)

weekends of classroom training over several months. Upgrading courses for boom truck operators was delivered in locations where there was a high demand: Lloydminster; Kerrobert; Swift Current; and Regina. The two (2) week upgrading course for Hydraulic Crane Operators and Conventional Crane Operators started on a Saturday and ended 10 days later, thus utilizing two weekends for training to minimize the loss of wages.

- As part of an ongoing partnership with the Saskatchewan Indian Institute of Technology (SIIT), technical training for level 1 carpenters was delivered by SIIT in Saskatoon.

- Carpenter training for level 2 apprentices was delivered on the Construction Careers Regina site by SIAST Palliser Campus.

- To accommodate the growing number of apprentices, an extended day format was used to train apprentices in the machinist, welder and steel fabricator trades. This training commences in the afternoon and runs until early evening.

- Technical training for roofer apprentices continues to be delivered at the workplace and monitored by an instructor from SIAST Woodland Campus. The instructor is accessible to apprentices by telephone for guidance throughout the training. Competency examinations are administered to the apprentices at the workplace as training progresses.

- For the first time, an upgrading course was delivered for excavator operators. This training was delivered by the Operating Engineers Training Institute of Saskatchewan (OETIS). The excavator operator is an endorsement of the newly designated pipeline equipment operator trade.

- Electrician apprentices were offered on-line technical training delivered in Saskatoon. Most of the theoretical training was delivered through computer links. The laboratory was moved to Saskatoon for the delivery of the practical training.

- During the 2001-2002 technical training term, the SaskPower Training and Development Centre, in conjunction with the Power Lineperson Trade Board and Curriculum Board, developed an on-line course for level one apprentices. This on-line training is unique, in that it recognizes the importance of the task as well as the technical theory that supports the task. Apprentices are required to complete the technical material on line and their employers are required to "check off" each of the tasks or skill competencies. Eight (8) apprentices and their employers were involved in the pilot. The pilot is currently being evaluated.

vi) Pre-Trades for July 1, 2001 to June 30, 2002

The following pre-trades classes were approved by the Commission for delivery for credit for apprentices:

Carpentry January 28 – June 21, 2002
Kelsey SIAST Campus, Saskatoon
Sheet Metal February 4 – June 21, 2002
Kelsey SIAST Campus, Saskatoon

Pre-trades programs approved by the Commission are delivered by the training institution at the request of local industry. Graduates receive level one technical training exemption, work experience credits and access to employment as apprentices.

vii) High School to Apprenticeship:

Credit is available toward apprenticeship training for equivalent training and experience acquired at the secondary school level. Articulation of practical and applied arts courses to apprenticeship in the following trade areas has been completed: welding, autobody repair, professional cooking, electricity, carpentry, and motor vehicle mechanical repair have been completed. Work on the machinist and horticulture programs are nearing completion. Graduates of an articulated high school program qualify to access both time and training credit in apprenticeship.

viii) National Initiatives:

- ***Interprovincial Standards "Red Seal" Program:*** Saskatchewan continues to play a major role with the development of *Interprovincial Computerized Examination Management System (ICEMS)* by chairing the ICEMS working group. The group is responsible for implementing workable examination item banks that will be stored in ICEMS to be used to generate "Red Seal" examinations. It is anticipated that ICEMS will be operational in late 2002.

  Saskatchewan also contributes a leadership role within *the Canadian Council of Directors of Apprenticeship (CCDA)* through chairing the *Industry Relations Committee (IR).* This committee meets and assists national groups and associations in addressing their goals and objectives as they relate to apprenticeship and trade certification. The IR Committee meets on a regular basis with these groups and provides linkages to other CCDA committees.

- ***National Common Core Curriculum:*** Saskatchewan chairs the *National Common Core Curriculum (NCCC) Committee of the Canadian Apprenticeship Forum (CAF).* The Forum, working with national groups and associations, had considerable discussion on the definition and expectations of NCCC. Much of the debate focussed on expectations and outcomes in having a NCCC in a federation where the delivery of education and training is a provincial responsibility.

  "*The Common Core Curriculum standard is a list of validated technical training outcomes, based on those sub-tasks identified as common core in the National Occupational Analysis (NOA), and validated by industry in the provinces and territories as incorporating the essential tasks, knowledge and skills associated with a given trade*". This definition, along with the development of guiding principles for common core initiatives, will serve as a framework in the development and implementation of common core within a specific trade or province.

3. Corporate Performance:

The Commission is an effective and accountable organization.

i) Accountability to Industry:

- ***Board Activity:*** The Commission Board and trade boards met during 2001-2002 to provide direction to the Commission administration and to the apprenticeship and trade certification program.

  Each trade is developing its own human resource plan. Planning stages of this project were initiated in 1999-2000 with a search for available labour force data. The Standards Committee is currently in the process of developing a template that Trade Boards can use in developing their human resource plans.

- ***Funding:*** The Commission receives an annual grant from Saskatchewan Learning for operations and the purchase of training. Additional revenue is received through the collection of fees.

- ***Fee Implementation and Revenue Generation Plan:***
  The Sustainable Funding Committee developed and implemented a Revenue Generation Strategy. New fees will become effective on July 1, 2002.

ii) Accountability to Government

- ***Integrated Accountability Framework:*** The Commission made further progress towards aligning its planning, evaluation and reporting activities with the standards set by the government's integrated accountability framework. The Commission reviewed and updated its Strategic Plan during a planning seminar held in September 2001.

- ***Saskatchewan Learning Sector Plan:*** The Commission continues to participate in the

development of the Saskatchewan Learning Sector Plan.

iii) Partnerships:
Saskatchewan's Apprenticeship and Trade Certification Commission enjoys numerous training relationships with various training deliverers, organizations and associations. Long term partnerships have been in place with the Saskatchewan Tourism Education Council (STEC), Saskatchewan Indian Institute of Technologies (SIIT), Saskatchewan Women in Trades and Technology (SaskWITT), and Northern Apprenticeship Committee (NAC). Of significance during this reporting period, are the following partnership initiatives:

- ***Aboriginal Initiatives:***
  The Saskatchewan Apprenticeship and Trade Certification Commission has established special funding for projects that will increase aboriginal participation in the trades and apprenticeship training. During the past year, 9 pilot projects were designed and approved by the Commission. These projects supported 79 aboriginal apprentices, located throughout the province, in establishing a link to work in the designated trades, and outlined a career path leading to journeyperson certification. Additional proposals are being considered for the coming year.

- ***Construction Career Saskatoon (CCS) and Construction Career Regina (CCR)***
  The Construction Career projects are a partnership involving industry, SIIT, Saskatchewan Learning and the Apprenticeship Commission. The projects prepare aboriginal learners for jobs in the construction sector. Clients of the projects are indentured as apprentices to the Construction Career Joint Training Committee once they gain employment and begin to accrue trade time. When possible, apprenticeship level one technical training is delivered by SIIT using CCR and CCS facilities. As a result of opportunities available under the Aboriginal Initiatives Program, the Construction Career Joint Training Committee is beginning to provide service to clients from areas other than Saskatoon and Regina.

- ***Skills Canada Saskatchewan:*** The Commission continues to provide funding and support for increased awareness of the apprenticeship and trade certification program to youth through leadership activities and skill competitions through Skills Canada Saskatchewan. Congratulations to apprentices Jessie Mantei (hairstyling) and Brenda Husband (culinary arts) who participated in the 2001-2002 National Skills Canada Competitions in Vancouver in June 2002.

- ***Training Agreements:*** Protocol training agreements have been signed and form the basis for operations with Western Trade Training Institute, SaskPower, and Saskatchewan Institute of Applied Science and Technology (SIAST).

iv) Communication/ Promotion/ Marketing:
The Commission's communication strategy addresses the role of the apprenticeship training culture. Through consultation with the various stakeholders of apprenticeship, a *communication strategy* for the Apprenticeship and Trade Certification program has been developed and implemented. Promotional materials have focused on creating an awareness of trades as a career option, targeting youth, employers, aboriginal people and residents of northern Saskatchewan through brochures, posters, and radio, print and bus advertisements. Particular focus has been given to specific print materials for high school administrators and guidance counsellors, employers, journeypersons, and apprentices.

- ***Apprenticeship Awards***
  The Commission held its first annual apprenticeship awards event November 2, 2001. The awards event celebrated *certification in the trades*, both through apprenticeship training and through tradesperson certification. The apprenticeship and trade certification system

is a recognized and valued industry-driven program in Saskatchewan.

"Apprenticeship Awards Celebrate the Team Approach to Success"

Saskatchewan Apprenticeship and Trade Certification Commission awards were presented for *outstanding achievement in training and certification*, and honoured the partnerships that are required to achieve that end. Awards were presented to the outstanding apprentice/tradesperson in each of the 47 designated trades who achieved the highest mark in the journeyperson examination between July 1, 2000 and June 30, 2001. Employers, training deliverers, trade boards, and government were also honoured for their commitment to skill development in the trades and to the apprenticeship system.

Commission Board members presented the awards on behalf of industry that sets the standards for training and certification. The Minister of Post-Secondary Education and Skills Training (PSEST), the Honourable Pat Lorjé, congratulated the individuals and teams receiving awards. The Saskatchewan Roofing Contractor's Association presented a scholarship to the outstanding journeyperson in the roofing trade. The Apprenticeship and Trade Certification Commission presented a scholarship in memory of George Pellerin to the outstanding journeyperson who achieved the highest mark in the journeyperson examination. Four apprentices who achieved gold medal standing in the provincial Skills Canada Saskatchewan competitions also received scholarships from the Apprenticeship Commission.

Three hundred people, including the Deputy Minister of PSEST, representatives from SIAST and the Saskatchewan Labour Force Development Board (SLFDB), various government departments and industries, and families attended the awards event in support of the award recipients.

More information about the apprenticeship and trade certification program is available by calling toll free number 1-877-363-0536, or by visiting our web site at www.sasknetwork.gov.sk.ca.

FINANCIAL HIGHLIGHTS OF 2001-2002

Management Report

August 9, 2002

The financial statements have been prepared by management in accordance with generally accepted accounting principles.

Management has ensured that the consolidated financial statements are presented fairly in all material respects. Management maintains a system of internal controls over accounting and administrative practices to ensure that the information presented is accurate and reliable. These measures provide reasonable assurance that transactions are recorded and executed in compliance with legislation and required authority, and assets are adequately safeguarded.

The Commission Board is responsible for reviewing and approving the consolidated financial statements and ensures that management fulfills its responsibilities for financial reporting. The financial statements have been audited by the Provincial Auditor of Saskatchewan, whose report follows.

R.D. (Bob) Guthrie
Chief Executive Officer

Provincial Auditor Saskatchewan

1500 Chateau Tower
1920 Broad Street
Regina, Saskatchewan
S4P 3V7

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Internet e-mail: info@auditor.sk.ca

AUDITOR'S REPORT

To the Members of the Legislative Assembly of Saskatchewan

I have audited the consolidated statement of financial position of the Saskatchewan Apprenticeship and Trade Certification Commission as at June 30, 2002 and the consolidated statements of operations and accumulated surplus, and cash flows for the year then ended. The Commission's management is responsible for preparing these financial statements for Treasury Board's approval. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In my opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Commission as at June 30, 2002 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Regina, Saskatchewan
July 26, 2002

Fred Wendel, CMA, CA
Provincial Auditor

SASKATCHEWAN APPRENTICESHIP AND TRADE CERTIFICATION COMMISSION
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
As at June 30, 2002

	2002	2001 Restated (Note 10)
Financial Assets:		
Due From General Revenue Fund (Note 3)	$ 767,722	$ 758,556
Accounts Receivable (Note 6)	43,894	104,694
Prepaid Expenses	105,681	78,986
Inventory - Retail Sales (Note 2 d)	4,411	-
Total Financial Assets	921,708	942,236
Liabilities:		
Accounts Payable	42,445	101,190
Accrued Vacation Leave	115,984	92,993
Total Liabilities	158,429	194,183
Net Financial Assets	763,279	748,053
Non-financial Assets (Note 8)		
Tangible Capital Assets	187,677	125,549
Net Assets	$ 950,956	$ 873,602

See accompanying notes to the financial statements)

SASKATCHEWAN APPRENTICESHIP AND TRADE CERTIFICATION COMMISSION
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
For the Year Ended June 30, 2002

	Budget	2002	2001 Restated (Note 10)
Revenue:			
Grants - General Revenue Fund	$ 9,399,000	$ 9,587,368	$ 9,113,544
Client Fees	180,000	212,474	153,442
Industry Contributions	-	5,931	991
Products and Services	-	5,383	3,439
Interest	80,000	28,329	76,107
Total Revenue	9,659,000	9,839,485	9,347,523
Expenses:			
Salaries & Personnel	1,984,677	1,887,448	1,660,012
Program Contractual Services (Note 11)	7,306,840	6,879,894	6,314,117
Amortization	25,793	57,817	22,574
Other Contractual Services	68,650	104,339	60,234
Honorariums, Board	150,871	150,206	175,216
Travel	186,720	195,454	169,713
Telephone	52,200	56,016	54,206
Advertising, Promotion and Printing	43,980	69,261	66,825
Space Rental	170,400	190,571	128,375
Equipment Rental	26,232	16,681	19,762
Office Supplies	44,350	59,972	53,516
Postage, Courier, Freight	47,400	51,978	51,059
Products for Resale	-	785	3,171
Insurance, computer related	13,744	41,709	12,410
	10,121,857	9,762,131	8,791,190
Annual surplus(deficit)	$ (462,857)	77,354	556,333
Net assets, beginning of year		873,602	317,269
Net assets, end of year		$ 950,956	$ 873,602

See accompanying notes to the financial statements)

SASKATCHEWAN APPRENTICESHIP AND TRADE CERTIFICATION COMMISSION
CONSOLIDATED STATEMENT OF CASH FLOWS
For the Year Ended June 30, 2002

	2002	2001 Restated (Note 10)
Operating Activities:		
Cash Receipts from General Revenue Fund	$ 9,638,063	$ 9,164,936
Cash Receipts from Clients	212,474	153,442
Interest Received	36,632	66,003
Industry Contributions	5,930	991
Products and Services	5,383	3,439
Cash Paid to Suppliers and Employees	(2,909,885)	(2,529,067)
Cash Paid to Provide Program Services	(6,859,488)	(7,556,450)
Cash Flows from Operating Activities	129,109	(696,706)
Cash Flows from Investing Activities:		
Purchase of Capital Assets	(119,943)	(113,520)
Cash Flows from Investing Activities	(119,943)	(113,520)
Increase (Decrease) in Cash	9,166	(810,226)
Due from General Revenue Fund, beginning of year	758,556	1,568,782
Due from General Revenue Fund, end of year	$ 767,722	$ 758,556

(See accompanying notes to the financial statements)

SASKATCHEWAN APPRENTICESHIP AND TRADE CERTIFICATION COMMISSION
CONSOLIDATED STATEMENT OF TANGIBLE CAPITAL ASSETS
For the Year Ended June 30, 2002

	2002						2001 (Restated Note 10)
	Leasehold Improvements	Office Furniture	Office Equipment	Computer Hardware	Computer Software	Total	Total
Opening costs	$ 26,548	$ 1,591	$ 6,207	$ 62,821	$ 60,560	$ 157,727	$ 44,207
Additions during the year	8,400	19,883	17,190	32,576	41,894	119,943	113,520
Closing cost	34,948	21,474	23,397	95,397	102,454	277,670	157,727
Opening accumulated amortization	5,310	318	1,304	25,245	-	32,177	9,604
Annual amortization	5,928	2,130	7,078	39,186	3,494	57,816	22,574
Closing accumulated amortization	11,238	2,448	8,382	64,431	3,494	89,993	32,178
Net Book Value of Tangible Capital Assets	$ 23,710	$ 19,026	$ 15,015	$ 30,966	$ 98,960	$ 187,677	$ 125,549

(See accompanying notes to the financial statements)

SASKATCHEWAN APPRENTICESHIP AND TRADE CERTIFICATION COMMISSION
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002

1. Description of Business

The Saskatchewan Apprenticeship and Trade Certification Commission (the Commission) was established as an entity by The Apprenticeship and Trade Certification Act, 1999 effective October 1, 1999.

The Commission is an industry-led agency with a mandate to govern and manage the apprenticeship system in Saskatchewan. The purpose of the Commission is to develop industry occupational standards in apprenticeship trades and to provide services to employers and tradespersons supporting certification based on those standards.

2. Significant Accounting Policies

These financial statements have been prepared using Canadian accounting principles appropriate for the public sector and reflect the following significant accounting policies.

a) The Basis of Accounting

The accounts were prepared on the accrual basis of accounting.

b) Revenue

The revenue of the Commission consists of monies provided by Saskatchewan Learning (formerly the Department of Post-Secondary Education and Skills Training) to operate the Commission and train apprentices, fees charged to apprentices, monies collected from the sale of products and services and interest revenue. Revenue is recorded when received or receivable.

c) Expenses

Expenses represent the cost of resources consumed during the period of operations. Expenses include a provision for the amortization of tangible capital assets.

d) Inventories

Inventories are valued at the lower of cost and net realizable value, which is determined by the first-in, first-out method.

e) Tangible Capital Assets

Tangible capital assets were transferred to the Commission from Saskatchewan Learning (formerly the Department of Post-Secondary Education and Skills Training) on October 1, 1999. These assets were fully depreciated at that time, carrying no book value.

Tangible capital asset purchases are recorded at cost. The cost and related accumulated amortization of items retired or disposed of are removed from the records and any gains or losses are included in the Statement of Operations and Accumulated Surplus.

Amortization is recorded on tangible capital asset purchases on a straight-line basis over their estimated useful lives.

Office Equipment	5 years
Office Furniture	10 years
Computer Hardware	3 years
Leasehold Improvements	Life of lease
Computer Application Software	3 years

f) Joint Venture

The Commission's share of jointly controlled activities included in these financial statements is as follows:

Inter-provincial Computerized Examination Management System (ICEMS) – 2%

3. Due from the General Revenue Fund

The Commission's bank account is included in the Consolidated Offset Bank Concentration arrangement for the Government of Saskatchewan.

Earned interest is calculated and paid by the General Revenue Fund on a quarterly basis into the Commission's bank account using the Government's thirty day borrowing rate and the Commission's average daily bank account balance. The average rate for the period July 1, 2001 to June 30, 2002 was 2.81% (2000-2001 – 5.36%)

4. Related Party Transactions

These financial statements include transactions with related parties. The Commission is related to all Saskatchewan Crown agencies, such as departments, corporations, boards, and commissions under the common control of the Government of Saskatchewan.

Routine operating transactions with related parties are recorded at the rates charged by those organizations and are settled on normal trade terms. In addition, the Commission pays Provincial Sales Tax to the Saskatchewan Department of Finance on all its taxable purchases. Taxes paid are recorded as part of the cost of those purchases.

The Commission has not been charged with any administrative costs associated with the provision of administrative services provided by Saskatchewan Learning (formerly the Department of Post-Secondary Education and Skills Training) and no provision for such costs is reflected in these statements. These costs are borne by Saskatchewan Learning. Also, the Department paid for the employee benefits of the Commission.

Other transactions with related third parties and amounts due to/from are described separately in the financial statements and notes thereto.

5. Financial Instruments

The Commission's financial instruments include due from the General Revenue Fund, accounts receivable, prepaid expenses, accounts payable and accrued liabilities and accrued vacation leave. The carrying amount of these instruments approximates fair value due to their immediate or short-term maturity. These instruments have no interest or credit risk.

6. Accounts Receivable

Accounts receivable are composed of the following:

	2002	2001
Operating grant receivable	$39,250	$44,050
Accounts receivable	-	567
Joint venture receivable (note 9)	2,843	49,973
Interest receivable	1,801	10,104
Total receivable	$43,894	$104,694

7. Operating Lease

The Commission entered into a lease agreement for rental space at 2140 Hamilton Street. The annual lease payments agreed to are:

2001-2002 - $114,000
2002-2003 - $114,000
2003-2004 - $114,000
2004-2005 - $114,000
2005-2006 - $ 66,500

The lease agreement expires January 31, 2006.

8. Non-financial Assets

The recognition and measurement of tangible capital assets is based on their service potential. These assets will not provide resources to discharge liabilities of the Commission. For non-financial assets, the future economic benefit consists of their capacity to render service to further the Commission's objectives.

9. ICEMS

The Government of Saskatchewan entered into an agreement with the Government of Canada, the nine other provincial governments and the two territorial governments to develop an Interprovincial Computerized Examination Management System (ICEMS). The Commission is a member of the ICEMS Steering Committee. The Commission has joint control over the operating policies of ICEMS. The Commission's pro-rata share of its interest in these joint ventures is as follows:

	2002	2001
Due from General Revenue Fund	$ 57,407	$ 3,610
Accounts Receivable	2,844	49,973
Tangible Capital Assets	91,973	60,560
Revenue	-	-
Expenses	-	-

The Federal Government collects the monies for ICEMS and forwards them to the Commission. The ICEMS Steering Committee approves disbursements from monies held in Trust by the Commission to pay for the development of the ICEMS. Since these monies are held in Trust for the ICEMS joint venture, they are not reflected in these financial statements, except as noted above. At June 30, 2002, the Commission held in Trust cash for the ICEMS in the amount of $2,474,753 (2001-$157,645). During the year, the Commission received $3.6 million for ICEMS and disbursed $1.3 million.

10. Correction of Error

During the year, the Commission changed its accounting for monies received and disbursements made for ICEMS. Prior to this year, the Commission's financial statements included all of the results of financial transactions related to ICEMS. The responsibilities under the ICEMS agreement were previously misinterpreted. The Commission now accounts for the financial activities of ICEMS as described in Note 9.

The 2001 financial statements are restated as follows to reflect the change in accounting for ICEMS.

		2001
Due from General Revenue Fund decreased by:	$	154,035
Accounts receivable increased by:		49,973
Deferred Revenue – ICEMS decreased by:		180,455
Tangible Capital Assets increased by:		60,560
Revenue – Federal Contribution agreement decreased by:		2,316,516
Expenses- System Consulting (ICEMS) decreased by:		2,316,516
Expenses – Insurance, computer related decreased by:		38,056
Cash Receipts from Government of Canada – ICEMS decreased by:		2,503,767
Cash Receipts from Province of Quebec – ICEMS decreased by:		112,314
Cash Paid to Suppliers and Employees increase by:		2,436,626
Due from General Revenue Fund, beginning of year decreased by:		22,810
Tangible Capital Assets – opening costs increased by:		5,731
Tangible Capital Assets – additions during the year increased by:		54,829
Tangible Capital Assets – closing costs increased by:		60,560

11. SIAST Agreement (Related Party)

The Commission enters into an annual agreement with the Sask. Institute of Applied Science and Technology for technical training based upon a Training Needs Assessment prepared prior to each fiscal year. In 2001-2002, the contract amount was $6,000,000 (2000-2001 - $5,800,000). Additional classes are contracted as required.

12. Comparative Figures

Certain 2001 balances have been changed to conform to current year's presentation.

APPRENTICESHIP AND TRADE CERTIFICATION STATISTICS 2001-2002

VISION STATEMENT

of the

SASKATCHEWAN APPRENTICESHIP AND TRADE CERTIFICATION COMMISSION

A skilled and representative workforce, industry trained and certified.

INDENTURES, COMPLETIONS AND CANCELLATIONS BY TRADE 2001-2002

Trade	Number of Apprentices July 1, 2001	Indentures	Cancellations	Completions	Number of Apprentices June 30, 2002
Agricultural Machinery Technician	165	34	17	41	141
Aircraft Maintenance Engineer Technician	26	4	1	0	29
Automotive Service Technician	387	115	75	85	342
Barber Stylist	8	22	4	9	17
Boilermaker	32	7	4	2	33
Bricklayer	27	12	6	0	33
Carpenter	653	238	168	47	676
Cement Finisher	1	1	1	0	1
Cook	159	63	56	12	154
Cosmetologist	599	190	169	74	546
Crane and Hoist Operator	8	2	2	0	8
Boom Truck Operator "A"	6	4	1	2	7
Boom Truck Operator "B"	7	1	4	0	4
Conventional Crane Operator	4	1	0	0	5
Hoist Operator	0	0	1	0	0
Hydraulic Crane Operator	18	2	6	2	12
Tower Crane Operator	0	1	1	0	1
Custom Harvester	3	0	1	0	3
Drywall and Acoustical Mechanic	0	1	1	0	1
Electrician	681	228	106	125	678
Electronics Assembler	19	15	0	8	26
Electronics Technician (C.P.)	4	0	0	0	4
Floorcovering Installer	0	0	0	0	0
Food and Beverage	28	15	0	1	42
Glassworker	9	0	3	0	6
Guest Services Representative	13	2	0	0	15
Heavy-Duty Equipment Mechanic	153	39	17	36	139
Horticulture Technician	4	4	3	0	5
Dutch Elm Disease Control	0	0	0	0	0
Industrial Instrument Mechanic	110	35	21	23	101
Industrial Mechanic (Millwright)	278	52	33	55	242
Insulator	1	0	1	0	0
Ironworker Reinforcing Rebar	0	0	0	0	0
Ironworker Structural	58	13	2	0	69
Locksmith	3	3	2	0	4
Machinist	163	57	21	43	156
Motor Vehicle Body Repairer	124	34	30	16	112
MVB Refinisher	3	0	0	0	3
Painter and Decorator	4	4	1	1	6
Partsperson	75	17	7	18	67
Pipeline Equipment Operator	0	0	0	0	0
Dozer Operator	0	0	0	0	0
Excavator Operator	0	0	0	0	0
Grader Operator	0	0	0	0	0
Sideboom Operator	0	0	0	0	0
Plasterer	9	0	9	0	0

Plumber	400	108	63	38	407
Pork Production Technician	69	87	7	5	144
Power Lineperson	108	33	23	6	112
Refrigeration Mechanic	95	16	8	11	92
Roofer	29	11	10	1	29
Sheet Metal Worker	158	34	33	25	134
Sprinkler Systems Installer	30	3	1	2	30
Steamfitter-Pipefitter	64	22	6	9	71
Petroleum Installer	0	0	0	0	2
Steel Fabricator	30	11	2	6	33
Tilesetter	6	2	2	1	5
Truck and Transport Mechanic	99	43	16	16	110
Water Well Driller	1	1	1	0	1
Welder	367	88	37	80	338
Production Line Welder	8	1	0	0	9
Total	**5306**	**1676**	**983**	**800**	**5205**

ATTENDANCE IN APPRENTICESHIP TECHNICAL TRAINING COURSES BY TRADE AND STAGE OF TRAINING 2001-2002

Trade	All Levels	First	Second	Third	Fourth
Agricultural Machinery Technician	97	7	20	32	38
Aircraft Maintenance Engineer Technician	11	2	1	4	4
Automotive Service Technician	258	61	62	68	67
Barber Stylist *		N/A	N/A	N/A	N/A
Boilermaker	35	7	8	11	9
Bricklayer	14	7	3	4	N/A
Carpenter	295	87	73	58	77
Cement Finisher	-	-	-	-	N/A
Cook	92	25	46	21	N/A
Cosmetologist *	-	N/A	N/A	N/A	N/A
Crane and Hoist Operator	19	4	6	9	N/A
Boom Truck Operator "A"	-	-	-	-	-
Boom Truck Operator "B"	-	-	-	-	-
Conventional Crane Operator	-	-	-	-	-
Hoist Operator	-	-	-	-	-
Hydraulic Crane Operator	-	-	-	-	-
Tower Crane Operator	-	-	-	-	-
Custom Harvester	-	-	-	-	N/A
Drywall and Acoustical Mechanic	1	1	-	-	-
Electrician	532	115	127	160	130
Electronics Assembler	21	9	12	N/A	N/A
Electronics Technician (C.P.)	-	-	-	-	-
Floorcovering Installer	-	-	-	-	N/A
Food and Beverage **	N/A	N/A	N/A	N/A	N/A
Glassworker	-	-	-	-	-
Guest Services Representative **	N/A	N/A	N/A	N/A	N/A
Heavy-Duty Equipment Mechanic	92	10	12	34	36
Horticulture Technician	4	4	-	-	N/A
Dutch Elm Disease Control	-	-	-	-	-
Industrial Instrument Mechanic	45	16	9	14	6
Industrial Mechanic (Millwright)	239	58	61	60	60
Insulator	-	-	-	-	N/A
Ironworker Reinforcing Rebar	-	-	-	-	N/A
Ironworker Structural	31	11	9	11	N/A
Locksmith	2	2	-	-	N/A
Machinist	95	11	13	24	47
Motor Vehicle Body Repairer	72	19	15	16	22
MVB Refinisher	-	-	-	N/A	N/A
Painter and Decorator	3	2	1	-	N/A
Partsperson	31	4	13	14	N/A
Pipeline Equipment Operator	-	-	-	-	-
Dozer Operator	-	-	-	-	-
Excavator Operator	-	-	-	-	-
Grader Operator	-	-	-	-	-
Sideboom Operator	-	-	-	-	-
Plasterer	-	-	-	-	N/A
Plumber	293	73	93	78	49

Pork Production Technician	27	17	10	N/A	N/A
Power Lineperson	97	23	27	21	26
Refrigeration Mechanic	59	9	22	16	12
Roofer	28	13	8	7	N/A
Sheet Metal Worker	88	24	22	17	25
Sprinkler Systems Installer	14	6	8	0	N/A
Steamfitter-Pipefitter	44	14	8	11	11
Petroleum Installer	-	-	-	-	-
Steel Fabricator	26	11	7	8	N/A
Tilesetter	4	-	2	2	N/A
Truck and Transport Mechanic	44	8	10	13	13
Water Well Driller	2	1	1	N/A	N/A
Welder	183	43	44	96	N/A
Production Line Welder	-	-	-	N/A	N/A
Total	**2898**	**704**	**753**	**809**	**632**
* Technical training is completed prior to registration.					
** Technical training is in partnership with Saskatchewan Tourism.					
N/A No applicable training for this Trade/Level					
Note: Data is based on activity July 1, 2001 to June 30, 2002					

JOURNEYPERSON EXAMINATIONS 2001-2002

Trade	Total Exams Written	Total Successful	Total Unsuccessful
Agricultural Machinery Technician	74	59	15
Aircraft Maintenance Engineer Technician *	0		
Automotive Service Technician	138	91	47
Barber Stylist	19	11	8
Boilermaker	11	10	1
Bricklayer	6	2	4
Carpenter	153	75	78
Cement Finisher	0	0	0
Cook	111	36	75
Cosmetologist	225	167	58
Crane and Hoist Operator	7	5	2
Boom Truck Operator "A"	38	29	9
Boom Truck Operator "B"	52	37	15
Conventional Crane Operator	8	5	3
Hoist Operator	0	0	0
Hydraulic Crane Operator	10	9	1
Tower Crane Operator	0	0	0
Custom Harvester	1	0	1
Drywall and Acoustical Mechanic	2	0	2
Electrician	194	138	56
Electronics Assembler	16	10	6
Electronics Technician (C.P.)	3	2	1
Floorcovering Installer	2	2	0
Food and Beverage	0	0	0
Glassworker	1	1	0
Guest Services Representative	0	0	0
Heavy-Duty Equipment Mechanic	80	44	36
Horticulture Technician	2	1	1
Dutch Elm Disease Control	0	0	0
Industrial Instrument Mechanic	35	19	16
Industrial Mechanic (Millwright)	127	75	52
Insulator	7	4	3
Ironworker Reinforcing Rebar	0	0	0
Ironworker Structural	13	5	8
Locksmith	2	0	2
Machinist	60	42	18
Motor Vehicle Body Repairer	44	28	16
MVB Refinisher	6	2	4
Painter and Decorator	24	5	19
Partsperson	35	27	8
Pipeline Equipment Operator	0	0	0
Dozer Operator	0	0	0
Excavator Operator	0	0	0
Grader Operator	0	0	0
Sideboom Operator	0	0	0
Plasterer	0	0	0
Plumber	73	37	36
Pork Production Technician	14	6	8

Power Lineperson	50	29	21
Refrigeration Mechanic	13	10	3
Roofer	4	2	2
Sheet Metal Worker	29	27	2
Sprinkler Systems Installer	0	0	0
Steamfitter-Pipefitter	30	17	13
Petroleum Installer	9	6	3
Steel Fabricator	24	12	12
Tilesetter	4	3	1
Truck and Transport Mechanic	73	42	31
Water Well Driller	5	2	3
Welder	203	139	64
Production Line Welder	1	0	1
Total	**2038**	**1273**	**765**
* Examinations are written in Manitoba in conjunction with Department of Transport Canada			

INDENTURES, COMPLETIONS, CANCELLATIONS AND APPRENTICES
1997-98 TO 2001-02

Year	Number of indentures during year	Number of completions during year	Number of cancellations during year	Number of apprentices at end of year
1997-98	1420	334	501	5003
1998-99	1379	670	444	5268
1999-00	1689	725	865	5367
2000-01*	1477	851	687	5306
2001-02*	1676	800	983	5205

* Data is based on activity July1 to June 30. Previous data is based on activity April 1 to March 31.

Designated Trades in Saskatchewan

AGRICULTURE
Custom Harvester
Horticulture Technician
- ➢ Dutch Elm Disease Control Endorsement

Pork Production Technician

CONSTRUCTION
Boilermaker
Bricklayer
Carpenter
Concrete Finisher
Crane and Hoist Operator
- ➢ Boom Truck Operator "A"
- ➢ Boom Truck Operator "B"
- ➢ Conventional Crane Operator
- ➢ Hoist Operator
- ➢ Hydraulic Crane Operator
- ➢ Tower Crane Operator

Drywall and Acoustical Mechanic
Electrician
Floorcovering Installer
Glassworker
Industrial Mechanic (Millwright)
Insulator
Ironworker Reinforcing Rebar
Ironworker Structural
Painter and Decorator
Pipeline Equipment Operator
- ➢ Dozer Operator
- ➢ Excavator Operator
- ➢ Grader Operator
- ➢ Sideboom operator

Plasterer
Plumber
Power Lineperson
Refrigeration Mechanic
Roofer
Sheet Metal Worker
Sprinkler Systems Installer
Steamfitter-Pipefitter
- ➢ Petroleum Installer Technician

Tilesetter
Water Well Driller

MINING/ MANUFACTURING/ MAINTENANCE
Electrician
Electronics Assembler
Industrial Instrument Mechanic
Industrial Mechanic (Millwright)
Machinist
Refrigeration Mechanic
Steel Fabricator
Welder
- ➢ Production Line Welder

MOTIVE POWER/ MECHANICAL REPAIR
Agricultural Machinery Technician
Aircraft Maintenance Engineer Technician
Automotive Service Technician
Heavy-Duty Equipment Technician
Motor Vehicle Body Repairer
- ➢ Motor Vehicle Body Refinisher

Partsperson
Truck and Transport Mechanic

TOURISM/ HOSPITALITY/ SERVICE
Barber-Stylist
Cook
Cosmetologist
Electronics Technician (Consumer Products)
Food and Beverage Person
Guest Services Representative
Locksmith

➢ Represents a sub-trade or endorsement.

Saskatchewan Apprenticeship and Trade Certification Commission Offices

Head Office

Saskatchewan Apprenticeship and Trade Certification Commission
2140 Hamilton St
***Regina** SK S4P 3V7*

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Toll Free:	1-877-363-0536
e-mail:	Apprenticeship@sasked.gov.sk.ca

Regional Offices

Apprenticeship and Trade Certification Commission
Northern Division
Box 5000
La Ronge SK S0J 1L0

T: (306) 425-4385
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North Battleford Regional Office
1146 - 102 St
North Battleford SK S9A 1E9

T: (306) 446-7409
F: (306) 446-7586

Apprenticeship and Trade Certification Commission
Prince Albert Regional Office
Box 3003 800 Central St
Prince Albert SK S6V 6G1

T: (306) 953-2717
F: (306) 953-2628

Apprenticeship and Trade Certification Commission
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Saskatoon Regional Office
10th Flr 122-3rd Ave N
Saskatoon SK S7L 4J7

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F: (306) 933-7663

Apprenticeship and Trade Certification Commission
Swift Current Regional Office
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Swift Current SK S9H 4G3

T: (306) 778-8945
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Yorkton Regional Office
72 Smith St E
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T: (306) 786-1394
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